

Message Text

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OPR/VS:HKEIPER

USIA/INA:PFBRESCIA (BY PHONE)

NEA/RA:JMONTVILLE

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FM SECSTATE WASHDC

TO AMEMBASSY ANKARA

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E.O. 11652: N/A

TAGS:OCON, CENTO

SUBJECT:CENTO MINISTERIAL, WASHINGTON, DC, APRIL 18-20,
1978

REF: NELSON/MONTVILLE LETTER DATED NOVEMBER 11, 1977

1. FOLLOWING ARE REPLIES TO SPECIFIC PARAGRAPHS IN MR.
P.R. METCALFE'S LETTER DATED OCTOBER 28, 1977 TRANSMITTED
IN REFERENCE LETTER.

2. PARA 2. USG WILL BE RESPONSIBLE FOR PROTOCOL MATTERS.

3. PARA 3. CONFERENCE SECURITY OFFICER IS MR. CHARLES L.
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PRUITT, OFFICE OF SECURITY, ROOM 3811, DEPARTMENT OF STATE,
WASHINGTON, D.C. 20520, TELEPHONE AREA CODE 202 NUMBER
632-1621.

4. PARA 4. PUBLIC RELATIONS LIAISON OFFICER IS KENNETH L.
BROWN, PA/PRS, ROOM 2109, DEPARTMENT OF STATE, WASHINGTON,
D.C. 20520, TELEPHONE AREA CODE 202 NUMBER 632-2492.

5. PARA 5. FILMING OF CONFERENCE PROCEEDINGS NO LONGER A ROUTINE FUNCTION OF DEPARTMENT OF STATE PRESS OFFICE OR USIA. ARRANGEMENTS CAN BE MADE RECORD ON FILM OR THREE-QUARTER INCH VTR IF CENTO WILLING TO FUND. PLEASE ADVISE END USE AND EXTENT OF COVERAGE SO THAT USIA CAN ESTIMATE COST. VIDEO TAPE LESS EXPENSIVE THAN FILM.

6. PARA 6. IF CENTO SECRETARIAT PROVIDES PHOTOS, A PHOTOGRAPHIC EXHIBITION CAN BE ARRANGED.

7. PARA 7, SUB-PARAS (A) THRU (D). MEETINGS OF STEERING AND FINAL COMMUNIQUE DRAFTING COMMITTEES AND OPENING, PLENARY, AND RESTRICTED SESSIONS WILL TAKE PLACE WITHIN THE DEPARTMENT OF STATE INTERNATIONAL CONFERENCE SUITE. SUB-PARA (E). SITE OF FINAL PRESS CONFERENCE DISCUSSED IN PARA 19.

8. PARA 8. PUBLIC ADDRESS EQUIPMENT WILL BE PROVIDED. RECORDING EQUIPMENT AND OPERATOR WILL BE AVAILABLE TO TAPE OPENING AND PLENARY SESSIONS. ADVISE WHETHER STEERING AND FINAL COMMUNIQUE DRAFTING COMMITTEE SESSIONS REQUIRE TAPING. DEPARTMENT OF STATE SECRETARIES NOT TRAINED TO TAKE VERBATIM CONFERENCE PROCEEDINGS. ADVISE WHETHER CENTO SECRETARIES CAN HANDLE REQUIREMENT.

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9. PARA 9. SIMULTANEOUS INTERPRETATION IN FRENCH CAN BE PROVIDED. HOWEVER, IN VIEW UNCERTAIN NEED AT THIS TIME WILL NOT MAKE ARRANGEMENTS TO PROVIDE UNLESS SUBSEQUENTLY REQUESTED.

10. PARA 10. ARRANGEMENTS ON FLAGS AND SIGNS AS NOTED ACCEPTABLE.

11. PARA 11. ALL OFFICES WILL BE WITHIN SECURE AREA WITH TELEPHONES.

12. PARA 12. EACH DELEGATION WILL BE PROVIDED WITH ONE OFFICE.

13. PARAS 13 AND 14. OFFICES WILL BE PROVIDED FOR ALL SECRETARIAT PERSONNEL. DUE TO SPACE LIMITATIONS, SOME SHARING MAY BE NECESSARY.

14. PARA 15. ADEQUATE SPACE AND FURNITURE WILL BE PROVIDED.

15. PARA 16. STENCILS AND GESTETNER FOR REPRODUCTION

NOT REPEAT NOT USED IN DEPARTMENT OF STATE. PRINTING, INCLUDING COLLATION, WILL BE DONE BY DEPARTMENT OF STATE PRINTING SHOP BY OFFSET PROCESS. PAPER SIZES ARE EIGHT BY TEN-AND-ONE-HALF INCHES AND EIGHT-AND-ONE-HALF BY FOURTEEN INCHES. ONE XEROX MACHINE WILL BE AVAILABLE IN THE SECRETARIAT OFFICE AND OPERATED BY HOST SECRETARIAT PERSONNEL.

16. PARA 17. ROOM, OFFICE FURNITURE, AND EQUIPMENT WILL BE PROVIDED.

17. PARA 18. PERSONNEL WILL BE PROVIDED AS REQUIRED. US EMPLOYEES WORK SHIFTS DURING CONFERENCES. WE ARE PLANNING TO ASSIGN TWO SECRETARIES ON THE 0800-1730 UNCLASSIFIED

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SHIFT, ONE SECRETARY ON THE 1300-2100 SHIFT, AND TWO SECRETARIES ON THE NIGHT SHIFT BEGINNING AT 1730 HOURS. WITH REFERENCE PARA 8 ABOVE DESCRIBING LIMITATION ON SECRETARIES, ADVISE WHETHER THIS ARRANGEMENT MEETS OR EXCEEDS REQUIREMENT. ADVISE ANTICIPATED DAILY OPENING AND CLOSING TIMES OF SECRETARIAT.

18. PARA 19. OFFICE EQUIPMENT AND SUPPLIES AS LISTED OR EQUIVALENT WILL BE PROVIDED.

19. PARA 20. DEPARTMENT OF STATE PRESS BRIEFING ROOM WILL BE AVAILABLE FOR PRESS CONFERENCES DAILY EXCEPT 1200-1300 HOURS. CAPACITY IS 50. IF FINAL PRESS CONFERENCE WILL ATTRACT OVER 50, MAY WISH HOLD IN LOY HENDERSON ROOM. DEPARTMENT'S PRESS WORKING ROOM, WITH TELEPHONES AND A FEW DESKS, IS ALSO AVAILABLE FOR ACCOMPANYING PRESS. AP, UPI, AND REUTERS TELEX FACILITIES ARE LOCATED IN BUILDING; HOWEVER, THESE ARE NOT AVAILABLE TO OTHER CORRESPONDENTS. ALTERNATE FACILITIES ARE NEARBY. DEPARTMENT WILL NOTIFY REPRESENTATIVES OF INTERNATIONAL COMMUNICATIONS SYSTEMS IN WASHINGTON, DC, AND THEY MAY WISH TO ARRANGE FOR MESSENGER SERVICE TO ACCOMMODATE JOURNALISTS. ADVISE HOW MANY, IF ANY, PRESS WILL BE TRAVELING TO WASHINGTON, DC, FROM CENTO MEMBER NATIONS. ARRANGEMENTS FOR ACCREDITATION WILL BE DISCUSSED SEPTEL.

20. PARA 21. USIA WILL ASSIGN ONE OFFICER. ASSISTANTS WILL BE ASSIGNED FROM DEPARTMENT OF STATE PRESS OFFICE. ADVISE SPECIFIC DUTIES. IN ADDITION, USIA CAN MAKE AVAILABLE PRESS CENTER FACILITIES IN WASHINGTON, DC.

21. PARA 22. ONE VEHICLE WILL BE PROVIDED FOR THE SECRETARY GENERAL AND TWO TO THREE VEHICLES FOR THE UNCLASSIFIED

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REMAINDER OF THE STAFF. BELIEVE EASE OF TRANSPORTATION
WITHIN WASHINGTON, DC AREA WILL OBTAIN REQUIREMENT FOR
ADDITIONAL VEHICLES.

22. PARA 23. RESERVATIONS HAVE BEEN MADE AT THE WATER-GATE HOTEL FOR FIVE ROOMS COMMENCING APRIL 12 AND FOR ONE SUITE AND TEN ADDITIONAL ROOMS COMMENCING APRIL 16. ALL ROOMS WILL BE VACATED ON APRIL 21. THE FIFTEEN ROOMS CONTAIN A LIVING/DINING AREA WITH SMALL KITCHENETTE, BATH, AND BEDROOM WITH KINGSIZE OR TWO TWIN BEDS. COST IS DOLS 60 PER NIGHT. SUITE CONSISTS OF SEPARATE LIVING, DINING ROOMS, KITCHEN, ONE AND ONE-HALF BATHS, AND BEDROOM WITH QUEEN SIZE OR TWO TWIN BEDS. COST IS DOLS 170 PER NIGHT. ADVISE SOONEST NAMES AND EXACT ARRIVAL AND DEPARTURE DATES. REQUEST CENTO APPOINT OFFICER WHO WILL COORDINATE HOTEL ASSIGNMENTS AS WELL AS RESOLVE ANY PROBLEMS ARISING THEREFROM.

23. PARA 24. KENNEDY CENTER NOT AVAILABLE FOR EVENING OF APRIL 18. DEPARTMENT OF STATE OFFICE OF PROTOCOL SURVEYING ALTERNATIVE SITES. WILL ADVISE SEPTEL.

24. REQUEST ADVISE NAMES OF DELEGATION MEMBERS AND ANY ACCOMPANYING SPOUSES TO EXPEDITE REGISTRATION AS WELL AS TRAVEL PLANS. IF POSSIBLE, RANK DELEGATIONS IN PROTOCOL ORDER WITH APPROPRIATE TITLES. VANCE

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